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			Work Plan	Approval	187				From	08/0)1/11	То	07/31/13	
Comments: The purpose of this action is to initiate a work assignment for Award Period 1. The contractor shall write a work plan and constitute of the activities detailed in the attached Statement of Work for the Award term period. Due to limitiation of funds work assignment ceiling is set at \$100,000.00 and 750 hours LOE. The contractor is not authorized to exceed these Work assignment ceilings. All other terms and conditions remain unchanged and in full force and effect.											n of funds the			
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Statement of Work

Contract EP-W-08-054 Environmental Response Training Program (ERTP) Contract, full & open Award Period 1, August 1, 2011 – July 31, 2013 Work Assignment 1-003, ICS Courses & Exercises

Purpose /Background

The purpose of this WA is to aid U.S. EPA in meeting the Core NAR requirements for readiness, and provide practical experience in response management processes by training and exercising EPA and its response partners in the many aspects of the Incident Command System (ICS). This is to be done by delivering, or assisting EPA in the delivery of 10 ISC course offerings, and to provide administrative support to EPA taught ICS courses. The dates and locations of the deliveries will be determined by the Project Officer, in coordination with EPA Regional training coordinators, and EPA Regional NIMS Integration Team (NIT) members.

1.0 Task to be performed

Under this work assignment, the Contractor shall be prepared to present EPA's current list of ICS courses (Exhibit 1 of Performance Work Statement) and Incident Management Team (IMT) functional exercises. A course offering is considering any ICS course that the contractor teaches in full, or in part with EPA instructors, as well as conducting IMT exercises. Course presentations include the following activities: provision of equipment, materials, and supplies, personnel travel, equipment shipment, and liaison with regional or state training contacts.

In Accordance with the Performance Work Statement Part B the contractor shall be responsible for the following:

- -developing a course schedule for Project Officer approval
- -student registration
- -schedule of instructors
- -presentation of training courses
- -improvements to course materials
- -maintain course files
- -acquiring and maintaining equipment
- -issuing student certificates

The contractor shall also be prepared to provide administrative support for any ISC courses that will be entirely taught by EPA instructors. These courses will include ICS 300, ICS 400, ICS 339 and any Key Leadership Position (KLP) course. Administrative support for courses that will be taught entirely by EPA instructors shall include the following:

-developing a schedule in conjunction with the regional contact

- -student registration
- -delivery of training material to the regional contact for the course
- -maintain course files
- -issuing student certificates

Updates to the Finance Section Chief, Resource Unit Leader, and Operations Section Chief courses shall be completed in conjunction with the respective EPA NIMS Integration Team (NIT) member by fall 2011. EPA is currently revising the guidance material for the Environmental Unit Leader position, once this is done the materials for this course shall be changed to reflect the EPA changes.

Improvements to course materials and presentations, as well as development of materials for new ICS courses may be requested by the work Assignment manager, JoAnn Eskelsen, through the issuance of written Technical direction.

2.0 Deliverables

An end of course summary with course statistics shall be prepared and delivered electronically at the conclusion of each course and/or exercise.

A draft after action report shall be prepared and delivered electronically at the conclusion of each IMT functional exercise. The report will be finalized by the respective region.

3.0 Period of Performance

The Period of Performance is the duration of the first award fee period. (08/01/2011 to 07/31/2013)

4.0 Government Furnished Property

The Contractor shall utilize available EPA equipment provided and shall provide all personnel, and additional equipment and supplies necessary to complete this work assignment. There is no specific list of government furnished property for these courses and exercises.

5.0 Points of Contact

Ms. Claudia Armstrong 1200 Pennsylvania Avenue, NW MC: 3805R Washington, DC 20460 P-202-564-6679 F- 202-565-2558 Armstrong.Claudia@EPA.gov

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			=	ignment Amend	iment		Incremental Funding					 /11 то	. (7/31/13
Cor	Comments: The purpose of this action is to approve the contractor's work plan dated Aug 1, 2011 for an LOE/cost not to exceed 2827 hours/\$364,540.00. Due to limitation of funds the initial ceiling for LOE/costs is set at 750 hours/\$100,000.00. all other terms and conditions remain unchanged													
	Superfund Accounting and Appropriations Data Non-Superfund													
Note: To report additional accounting and appropriations date use EPA Form 1900-69A. SFO (Max 2) 22														
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(Signature) Contracting Official, Name Claudia Armstrong								(Date) PAX Number. Branch/Mail Code:						
"		//	// /	200	La da		0/1	di	_	Phone Number: (202) 564-6679				
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United States Environmental Protection Agency Washington, DC 20460 Work Assignment Number 1-003											
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Comments: The purpose of this action is to increase the funding /LOE ceiling from \$100,000 and 750 hours to \$200,000 and 1,500 hours. All other terms and conditions remain unchanged.											
Superfund Accounting and Appropriations Data X Non-Superfund											
SFO (Mex 2) Note: To report additional accounting and appropriations date use EPA Form 1900-69A.											
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Project Officer Name Joann Eskelsen				Bra	nch/Mail Code:						
Phone Number: 702-784-8006											
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Other Agency Official Name Branch/Mail Code:											
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Contracting Official Name Claudia Arm	strong			Bra	nch/Mail Code:						
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The purp hours.	The purpose of this action is to increase the funding/LOE ceiling from \$200,000 and 1500 hours to \$275,000 and 2,250 hours. All other terms and conditions remain unchanged.															
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Comments: The purpose of this action is to increase the funding/LOE ceiling from \$275,000 and 2,250 hours to \$350,000 and 2,800 hours. All other terms and conditions remain unchanged.																
Superfund Accounting and Appropriations Data X Non-Superfund																
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Comments: The purpose of this action is to amend the scope of work for this work assignment that changes the number of course offerings from a total of 10 to a total of 25. The Contractor shall write a new work plan and cost estimate for these additional courses based on the amended statement of work attached. All other terms and conditions remain unchanged.														
Superfund Accounting and Appropriations Data X Non-Superfund														
SFO (Mex 2) Note: To report additional accounting and appropriations date use EPA Form 1900-69A.														
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F. F.			115	55					Phone Nun	nber: 202-	-564-6679			
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Statement of Work

Contract EP-W-08-054
Environmental Response Training Program (ERTP) Contract, full & open
Award Period 1, August 1, 2011 – July 31, 2013
Work Assignment 1-003, ICS Courses & Exercises
Amendment 4
May 24, 2012

Changes to the scope of work based on this amendment are in bold type

Purpose /Background

The purpose of this WA is to aid U.S. EPA in meeting the Core NAR requirements for readiness, and provide practical experience in response management processes by training and exercising EPA and its response partners in the many aspects of the Incident Command System (ICS). This is to be done by delivering, or assisting EPA in the delivery of 15 additional course offerings for a total of 25 ISC course offerings, and to provide administrative support to EPA taught ICS courses. The dates and locations of the deliveries will be determined by the Project Officer, in coordination with EPA Regional training coordinators, and EPA Regional NIMS Integration Team (NIT) members.

1.0 Task to be performed

Under this work assignment, the Contractor shall be prepared to present EPA's current list of ICS courses (Exhibit 1 of Performance Work Statement) and Incident Management Team (IMT) functional exercises. A course offering is considering any ICS course that the contractor teaches in full, or in part with EPA instructors, as well as conducting IMT exercises. Course presentations include the following activities: provision of equipment, materials, and supplies, personnel travel, equipment shipment, and liaison with regional or state training contacts.

In Accordance with the Performance Work Statement Part B the contractor shall be responsible for the following:

- -developing a course schedule for Project Officer approval
- -student registration
- -schedule of instructors
- -presentation of training courses
- -improvements to course materials
- -maintain course files
- -acquiring and maintaining equipment
- -issuing student certificates

The contractor shall also be prepared to provide administrative support for any ISC courses that will be entirely taught by EPA instructors. These courses will include ICS 300, ICS 400, ICS 339 and any Key Leadership Position (KLP) course. Administrative support for courses that will be taught entirely by EPA instructors shall include the following:

- -developing a schedule in conjunction with the regional contact
- -student registration
- -delivery of training material to the regional contact for the course
- -maintain course files
- -issuing student certificates

Updates to the Finance Section Chief, Resource Unit Leader, and Operations Section Chief courses shall be completed in conjunction with the respective EPA NIMS Integration Team (NIT) member by fall 2011. EPA is currently revising the guidance material for the Environmental Unit Leader position, once this is done the materials for this course shall be changed to reflect the EPA changes.

Updates to the Public Information Officer, Logistics Section Chief, and Liaison Officer courses shall be completed in conjunction with the respective EPA NIMS Integration Team (NIT) member by fall 2012.

Improvements to course materials and presentations, as well as development of materials for new ICS courses may be requested by the work Assignment manager, JoAnn Eskelsen, through the issuance of written Technical direction.

2.0 Deliverables

An end of course summary with course statistics shall be prepared and delivered electronically at the conclusion of each course and/or exercise.

A draft after action report shall be prepared and delivered electronically at the conclusion of each IMT functional exercise. The report will be finalized by the respective region.

3.0 Period of Performance

The Period of Performance is the duration of the first award fee period. (08/01/2011 to 07/31/2013 The period of Performance for this amendment is from the effective date of approval to the end of the first award fee period (07/31-2013)

4.0 Government Furnished Property

The Contractor shall utilize available EPA equipment provided and shall provide all personnel, and additional equipment and supplies necessary to complete this work assignment. There is no specific list of government furnished property for these courses and exercises.

5.0 Points of Contact

Ms. Claudia Armstrong 1200 Pennsylvania Avenue, NW MC: 3805R

Washington, DC 20460 P-202-564-6679

F- 202-565-2558

Armstrong.Claudia@EPA.gov

United States Environmental Protection Agency Washington, DC 20460 Work Assignment Number 1-003																
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	Work Plan Approval										8/01/2	2011 ™ 07	/31/2013			
Comments: The purpose of this action is to increase the funding/LOE ceiling from \$600,000 and 4,500 hours to \$750,000 and 6,000 hours. All other terms and conditions remain unchanged.																
Superfund Accounting and Appropriations Data X Non-Superfund											Non-Superfund					
SFO (Mex 2)																
	DCN Max 6)	Budget/FY (Max 4)	Appropriat Code (Max		get Org/Code (Max 7)	Program E (Max		Object Class (Max 4)	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)			
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Total:									// A.V	7,285						
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Work Ass	ignment M	anager Name	Joann E	skelser	1				Br	anch/Mail Co	de:					
									PI	one Number	702-	784-8006				
		(Signal	ture)				(Date)		X Number:						
Project Officer Name Joann Eskelsen Branch/Mail Code:									de:							
Phone Number: 702-784-8006									******							
	-	(Signa	ture)				(Date)		X Number:			GS PERFORM			
Other Agency Official Name Branch/Mail Code:																
									PI	none Number:						
	-	(Signa	ture)				(Date)		X Number:						
Contracti	ng Official	Name Clau	dia Arm	strong					Br	anch/Mail Co	de:					
									PI	none Number:	202-	564-6679				
		(Signa	ture)				(Date)		X Number:		A THE REAL PROPERTY AND ADDRESS OF THE PARTY				

EPA	U	nited States Environm Washin	ental Protection gton, DC 20460			Work Assignment No 1-003	ımber				
EFA		Work A	ssignmen	t		Other	X Amendm	ent Number: 6			
Contract Number		Contract Period 08	01/2008 To	07/31/	2013	Title of Work Assignr	nent/SF Site Nam	e ·			
EP-W-08-054		Base	Option Period N	umber 1		ICS courses	and Exerci	ses			
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TETRA TECH, INC.	•		Pa	rt B	1000000						
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Work Plan Approval From 08/01/2011 To											
Comments: The purpose of this action is to increase the funding/LOE ceiling from \$750,000 and 6,000 hours to \$872,760 and 7,285 hours. All other terms and conditions remain unchanged.											
Superfund Accounting and Appropriations Data X Non-Superfund											
SFO (Max 2) Note: To report additional accounting and appropriations date use EPA Form 1900-69A.											
	DCN Budget/FY Appropriation Budget Org/Code Program Element Object Class Amount (Dollars) (Cents) Site/Project Cost Org/Cod (Max 6) (Max 4) Code (Max 6) (Max 7) (Max 9) (Max 4) (Max 8) (Max 7)										
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Contractor WP Dated:		Cost/Fee:			LOE						
Cumulative Approved:	MB/R J	Cost/Fee:			LOE	2	7-17				
Work Assignment Manager Nar	ne Joann E	skelsen			Bra	nch/Mail Code:	70	8			
	300 S00 S00 S00 S00 S00 S00 S00 S00 S00				100000000000000000000000000000000000000	ne Number 702-	784-8006				
	Signature)			te)	- 1	Number: 702-78	Sept.				
Project Officer Name Joann Eskelsen Branch/Mail Code:											
Phone Number: 702-784-8006											
-	Signature)		(De	te)		(Number: 702-7					
Other Agency Official Name Branch/Mail Code;											
Phone Number:											
	Signature)		(De	to)	FAX	Number:					
Contracting Official Name C	laudia Arm	strong			Bra	nch/Mail Code:					
					Pho	ne Number: 202-	564-6679				
	Signature)		(De	(e)	— FAX	Number: 202-5	65-2557				